

Board Member Recruitment Pack

SOCIAL VALUE 

Social Value UK Board Member Recruitment

Are you passionate about a world where wellbeing, equality and the environment are at the centre of all decision making?

At Social Value UK, we have a vision for a world where *all* organisations make more decisions that account for their social impacts.

Social Value UK (SVUK) is the national membership organisation for those interested in measuring, managing and accounting for their social value.

We believe that together, we can achieve our mission to change the way society accounts for value and we provide support, training and networking opportunities as well as representing our members in national discussions.

We are recruiting board members to serve as directors of SVUK who can work with both their fellow board members and our executive team. We want to be inclusive and open in our recruitment, focusing more on whether applicants can demonstrate that they follow the 7 Principles of Public Life (Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership) than recruiting 'career' board members.

We particularly welcome applications from people with an understanding of protected characteristics, and are especially looking for people to represent disability and ethnic diversity to:

- Provide strategic direction
- Create our best vision and inspiration
- Create our best strategy and maintain focus on strategy and drivers of growth
- Ensure challenge and risk are transparent and positive
- Make sure the executive team feels supported, guided, creative and optimistic - the best it can be
- Make sure people, functions, policies and projects are challenged and held to account
- Make sure the board members are excited by and get benefit from their membership
- Ensure SVUK is well perceived and better connected
- Ensure SVUK grows and reaches its potential

Welcome message from the Chair of the board, Mandy Barnett:



"What I have most appreciated about being part of Social Value UK – as a member, then on the council, then board and now as chair – is the people I meet. I don't have to explain to them why the planet matters, or economic equality, or BLM, or Me Too. They know it, not just in their hearts but also in their heads.

And that is what is unique about our approach. We promote evidence-based methodologies, (sadly lacking in so much public debate) that balance citizen's personal perspectives with that of professionals. This isn't just more ethical, it's more accurate, especially when investigating diversity or disadvantage as we so often are.

It has never been more important for companies and non-profit organisations to make good quality decisions for the public good. We face complex challenges on all fronts, environmental, social and economic as well as threats to the concepts of truth and integrity. Robust and inclusive evidence is vital, and we welcome new and diverse perspectives, to do this in the best way we can."

Details

Time commitment: 1 day per month (this includes attending quarterly board meetings)

Location: SVUK is based in Liverpool. Board meetings are held across the UK in-person with the option to attend remotely. Board members also benefit from sponsored invitations to in-person and remote networking, training and events across the UK – acceptance of these invitations is optional.

Benefits: Board members are entitled to free membership of SVUK and free access to our Social Return on Investment Training (worth £700). They also have free or subsidised access to many of our flagship events (such as our annual conference, 'MemEx'). They are sometimes given priority access to opportunities offered to the SVUK team, such as external training, speaking invitations and attendance at corporate social events.

Remuneration: This role is unpaid; board members may claim reasonable expenses such as travel and accommodation.

Duties

Role Description: Expectations of board members

Board members give approximately one day per month to their board duties. These include:

- attending all 4 board meetings; scrutinising board papers; reading updates and papers from staff members;
- responding and contributing thoughts to arising issues and discussions.

Role Description: Main Responsibilities of a Director

- Create a sound organisational strategy relevant to a membership body including: a set of goals, levels of risk, representation of widest expertise, practitioner perspective
- Review governance and responsibilities, especially member roles e.g. SVUK Advisory Board
- Comply with the general duties of a Director (see Appendix 4)
- Agree allocation of executive support for key areas
- Support and challenge the executive and oversee Chief Executives' performance
- Establish how to communicate with the Executive and the team, including bringing in expertise on projects
- Advocate, use experience and connections on behalf of SVUK, attend events, leverage social media
- Participate in an induction programme
- Engage in training, development and 360 reviews
- Establish and embody SVUK's values

Overview

We are aiming to recruit several new board members to replace board members whose terms have come to an end and to join a number of core board members who will continue in their roles. Our goal is to complete the recruitment process by January 2023, so that the appointment of board members can be ratified by our members at the AGM taking place that month.

We are keen to recruit board members with experience in the following fields:

- Legal/ Regulatory/HR
- Public Affairs/ Government Relations/ Advocacy
- Fundraising
- Communications
- Membership organisations
- Social investment

Apply

In the Appendices, you will find an ‘application pack’ containing:

- instructions on how to apply
- a person specification
- an equality and diversity monitoring form
- a copy of the seven principles of public life

The Appendices also contain more information about us:

- Our Mission
- Our Vision
- Our Strategic Objectives (2019-2024)
- The Principles of Social Value
- Our approach to Equality, Diversity and Inclusion, 2022

Deadlines

DATE	ACTION
Wednesday 23rd November 2022 - 11:59pm GMT	Application deadline
Wednesday 30th November 2022	Results of shortlisting shared with applicants
Wednesday 7th December 2022 OR Thursday 8th December 2022	Online interviews
Wednesday 15th December 2022	Results of interviews shared with applicants

APPENDIX 1 - Application Pack

How to apply

Please apply by:

- sending in a copy of your CV including a phone number and email address
- attaching a covering letter of no more than 2 pages, explaining how your skills, knowledge and experience match the person specification and the seven principles of public life
- providing us with the details of two referees - if you would prefer us not to contact them until a later stage of the selection process, please let us know
- submitting your application to **clare.bentley@socialvalueuk.org** by 11:59pm GMT on **Wednesday 23rd November 2022**

Process

Shortlisted candidates will be invited for interview by a 3-person panel, including a member of the board, a member of the executive and an external interviewer. Interviews will take place on **Wednesday 7th December 2022 OR Thursday 8th December 2022**.

Successful applicants will be notified of their appointment from **Wednesday 15th December 2022 onwards** (to be ratified by members in January 2023).

In line with our commitment to equality, diversity and inclusion, applicants from under-represented groups that meet the criteria will be guaranteed an interview.

Applicants are encouraged to inform us if any reasonable adjustments are needed to be made during any part of the recruitment process.

Person Specification - Personal Qualities

- Ability to work as part of a team
- Independence of thought and judgement
- Willingness to speak his or her mind
- Tact and diplomacy
- Impartiality and confidentiality
- Passion for equality

Person Specification - Skills and Experience

- Interest in social value or impact
- Shared belief in SVUK's core objectives and values
- Current knowledge of issues around social value in public, private or third sectors in the UK
- Skills and knowledge in supporting SVUK as a small business to grow – as outlined in the Overview

Equality and diversity monitoring form

Please download and complete this [equality and diversity monitoring form](#) and return it to **clare.bentley@socialvalueuk.org**

Social Value UK wants to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.

We need your help and co-operation to enable us to do this, but filling in this form is voluntary. The information provided will be kept confidential and will be used for monitoring purposes.

If you have any questions about the form contact Clare Bentley, Office Manager at **clare.bentley@socialvalueuk.org** or 0151 703 9229

APPENDIX 2 - The Seven Principles of Public Life

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services.

1. Selflessness

Holders of public office should act solely in terms of the public interest.

2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty

Holders of public office should be truthful.

7. Leadership

Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

APPENDIX 3 - About Us

Our Mission

To change the way society accounts for value through principles, practice, people and power.

Our Vision

A world where all organisations make *more* decisions that account for their social impacts...

Our strategic objectives (2019-2024)

1. Grow a diverse membership
2. Develop clear membership journeys / experience
3. Design services to influence decisions
4. Empower members and mobilise a movement
5. Campaign with members to strengthen policy and regulation for social value accounting
6. Contribute to and learn from global conversations

The Principles of Social Value (READ MORE [HERE](#))

1. Involve Stakeholders
2. Understand what changes
3. Value the outcomes that matter
4. Only include what is material
5. Do not over-claim
6. Be transparent
7. Verify the result
8. Be responsive

Our approach to Equality, Diversity and Inclusion, 2022

Equality and inclusion are the goals of Social Value UK. To be the best we can be at supporting these goals, we need a board, organisation and membership fit for that purpose; not just in expertise, but in diversity. The overall purpose of our diversity strategy is:

To achieve our mission and vision, we need to properly represent the stakeholders that experience inequality, poor wellbeing and environmental degradation.

The best way to represent this diversity is for those people to be present and able to progress in our board, staff and membership, and for them to feel they can be themselves, that they are valued and that they belong.

The characteristics that the Equality Act protects are as follows:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion or belief,
8. Sex
9. Sexual orientation

APPENDIX 4 - Directors' Responsibilities

Your responsibilities to Companies House

As a director, you are legally responsible for running the company and making sure information is sent to Companies House on time.

This includes:

- the confirmation statement
- the annual accounts, even if they are dormant
- any change in your company's officers or their personal details
- a change to your company's registered office
- allotment of shares
- registration of charges (mortgage)
- any change in your company's people with significant control (PSC) details

You can hire other people to manage some of these things day-to-day (for example, an accountant) but you are still legally responsible for your company's records, accounts and performance.

General duties of a director

As a director, you must perform a set of 7 duties under the Companies Act 2006. These still apply if:

- you are not active in your role as director
- someone else tells you what to do
- you act as a director but have not been formally appointed
- you control a board of directors without being on it

Company's constitution

You must follow the company's constitution and its articles of association. These are written rules about running the company, agreed by the members, directors and the company secretary.

The constitution sets out what powers you are granted as a director, and the purpose of those powers.

Promote the success of the company

You must act in the company's best interests to promote its success. You must consider the:

- consequences of decisions, including the long term
- interests of its employees
- need to support business relationships with suppliers, customers and others
- impact of its operations on the community and environment
- company's reputation for high standards of business conduct
- need to act fairly to all members of the company

If the company becomes insolvent, your responsibilities as director will apply towards the creditors, instead of the company. A creditor is anyone owed money by the company.

Independent judgement

You must not allow other people to control your powers as a director. You can accept advice, but you must use your own independent judgement to make final decisions.

Exercise reasonable care, skill and diligence

You must perform to the best of your ability. The more qualified or experienced you are, the greater the standard expected of you.

You must use any relevant knowledge, skill or experience you have (for example, if you are a qualified accountant).

Avoid conflicts of interest

You must avoid situations where your loyalties might be divided. You should consider the positions and interests of your family, to avoid possible conflicts.

You should tell other directors and members about any possible conflict of interest, and follow any process set out in the company's articles of association.

This duty continues to apply if you are no longer a director. You must not take advantage of any property, information or opportunity you became aware of as a director.

Third-party benefits

You must not accept benefits from a third party that are offered to you because you are a director. This could cause a conflict of interest.

The company may allow you to accept benefits like reasonable corporate hospitality, if it is clear there is no conflict of interest.

Interests in a transaction

You must tell the other directors and members if you might personally benefit from a transaction the company makes. For example, if the company plans to enter a contract with a business owned by a member of your family.

Other duties

Other duties you must perform as a company director include:

- not misusing the company's property
- applying confidentiality about the company's affairs

For further information, click [here](#).